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## Advisory Board Meeting Minutes Wednesday, August 14, 2019

**Members Present** Chris Clark, Richard Clark, Brenda Clausen, Max Derrick, Ed Houston, Sandra Jones, Jenny Martin, Erich Mille, Pete Wright

**Members Absent** None

**City Staff Present** Tricia Cooke, Director  
April Callaway, Office Admin Supervisor

**Guests Present** Kathy Houston, Ellie Oaks-Green, Adam Schweitzer, Leda Wright, Rod Young  
Heritage Senior Adults, Inc. Board of Trustees

**Call to Order** Ed Houston called the meeting to order at 10:31 am and welcomed everyone.

**Minutes** June 26, 2019 minutes were approved on a motion by Jenny Martin and seconded by Brenda Clausen

**Special Recognition** None

**Citizen Comments** None

### Committee Reports

A. Health and Safety Fair Report

Kathy Houston thanked everyone for their help and support with the booth. Although the event was not a fundraiser, \$48 was brought in from selling spins and quilt raffle tickets.

### Unfinished Business

A. Center Shirts

Councilman Jim Brass ordered a shirt while at the Health and Safety Fair.

B. Family Concert Series

We had 130 people attend the August concert. Jenny and Tricia made and sold popcorn. The popcorn was a hit with the addition of butter and salt. Our Open House is on Monday, September 9. Please come at 5:00 and wear your Center shirt.

*Wednesday, August 14, 2019*  
*Advisory Board Meeting Minutes continued*

**New Business** None

Heritage Senior Adults, Inc. Board of Trustee Comments	None
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### Advisory Board Comments

Ed Houston wanted to remind everyone that we are all ambassadors of the Center and if we see new people, please introduce yourself and welcome them.

## Director's Report by Tricia Cooke

Director Cooke thanked all the board members and reminded them that she loves everyone at the table. Thank you for your help and support. Our 2020 CIP monies are intended for HVAC, new blinds, and replace fabric sun shades. Please let Tricia know if any suggestions for CIP projects around the Center. We have a five-year plan to replace the building roof and change the pitch and then replace the ceilings with a drop ceiling. Bart is doing an amazing job; Heather has started to work part-time at 4:00-7:00 pm and she will help to clean the bathrooms and vacuum. Allie will be back off maternity leave on Tuesday, September 3 *[corrected to be Monday, September 9 after the meeting took place]*.

The next regular board meeting will be held on **Wednesday, September 25, 2019** at **10:30 am**. There being no further business, the meeting adjourned at 11:03 am on a motion by Brenda Clausen and seconded by Jenny Martin. Minutes recorded by April Callaway.